

**Town of Bethany Beach  
Planning Commission Minutes  
February 19, 2011**

The Bethany Beach Planning Commission held a meeting on Saturday, February 19, 2011 at 9:00 a.m. in the Bethany Beach Town Hall, 214 Garfield Parkway, Bethany Beach, DE 19930.

The following members were present: Lew Killmer, who presided; John Gaughan; Fulton Loppatto; Faith Denault; Chuck Peterson; and Mike Boswell.

Excused members: Susan Frederick, Building Inspector.

Also present: Jeff Mascornick, Planning Commission Intern; former Planning Commission member, Kathleen Mink; Lindsey Shallcross, Administrative Secretary; and other interested members of the public.

The meeting was called to order at 9:03 a.m.

**OPENING OF MEETING**

*Approval of Agenda*

Mr. Loppatto made a motion to approve the agenda. Ms. Denault seconded the motion and it was unanimously approved.

*Discussion/Approval of the Planning Commission Minutes of January 22, 2011*

Ms. Denault made a motion to approve the minutes dated January 22, 2011. Seconded by Mr. Loppatto, the motion was unanimously approved.

*Announcements/Comments/Updates*

**Non-Residential Design Review Update (Killmer/Denault)**

There was no meeting so there was no report.

**Comments/Updates Regarding the February Town Council Meeting (Killmer)**

Mr. Killmer reported the following:

- Council held a first reading on an ordinance to amend Chapter 301 “Outdoor Smoking” to extend the seasonal smoking ban on the boardwalk to a year-round smoking ban on the boardwalk and boardwalk access ramps.
- Council held a first reading on an ordinance amending the Bethany Beach Town Code to reflect the use of pay stations and to make various other changes to parking regulations. Parking meters will return to being in effect until 8:00 p.m. and there will be a 2-hour parking limit on Garfield Parkway.

- Council voted against an ordinance to amend Section 425-100 (“Board of Adjustment” – Membership; Appointment, Terms; Removal; Vacancies”) to amend the composition of the Board of Adjustment to expand the Board of Adjustment from three to five members in accordance with State Law.
- Council approved an ordinance to amend Section 425-100 (“Board of Adjustment” – “Membership; Appointment, Terms; Removal; Vacancies”) to amend the composition of the Board of Adjustment to expand the Board of Adjustment from three to five members in accordance with State Law.
- A contract submitted nu Rehrig Pacific Company for the purchase and Delivery of recycling carts for the amount of \$65,000. Mr. Killmer explained that 1,600 recycling carts must be purchased and the Town is required to purchase them. He added that the Town applied for a grant from the State of Delaware to compensate for these purchases.
- A contract submitted by E.D. Supply for the purchase of light poles and fixtures for Garfield Parkway for the amount of \$138,477 was approved.
- A contract submitted by East Coast Underground to complete work necessary to supply electric to street lights was approved. Mr. Killmer noted that this project on Garfield Parkway will begin shortly.
- A supplement to the Budget for the amount of \$6,000 for a donation to the Friends of the South Coastal Library was approved.
- Council agreed to table a vote on whether to enter into an agreement with the U.S. Army Corps of Engineers to conduct a feasibility study on tidal flooding problems in Bethany Beach. It costs approximately \$100,000.
- The Town voted to hire a full-time I.T. employee.

#### **Comments/Q&A and Discussion for Planning Commission Members (All)**

Mr. Killmer addressed the following issues:

- The Public Hearing for the application of a major subdivision filed by John Cooper and Carolyn Hockman with John, William and Christine Addy is scheduled for April 16, 2011. Once the Engineer’s report is received by the Building Inspector, the briefing packets on the meeting will be sent to the Planning Commissioners.  
Mr. Killmer advised the Commissioners and Public Works Director, Brett Warner, to walk the property of the proposed major subdivision before the meeting on April 16<sup>th</sup>.
- Mr. Stanley Walcek has completed a sketch plan for the property on Route 26. A public hearing will probably be scheduled for May at the earliest.
- Attorney Board of Adjustment members will be attending a training session with the instructor, Max Walton, on March 4, 2011 at the Town Hall.

Ms. Mink questioned if there is a role for the Planning Commission to support the Board of Adjustment.

Mr. Killmer responded that Ms. Frederick distributes the Board of Adjustment briefing books to the Town Council members.

## **PUBLIC COMMENT/QUESTIONS FOR THE PLANNING COMMISSION**

- Property owner and former Planning Commissioner, Calvin Baldwin, questioned if a draft of the Comp. Plan that shows the changes being made to it is going to be available on the Town's website and if there is currently a Comp. Plan survey on the website.

Mr. Killmer stated that the mark-up draft of the Comp. Plan will be posted on the Town website.

## **NEW BUSINESS**

There was no new business to discuss.

## **OLD BUSINESS**

### *Review Fourth Draft of the 2010 Comprehensive Plan for Bethany Beach*

The Commission reviewed the fourth draft of the Comp. Plan.

Mr. Gaughan presented different images of artwork of the Town painted by various artists to potentially go on the cover page of the Comp. Plan.

Mr. Gaughan explained that he contacted a local artist, Tinsell Hughes, and expressed that the Planning Commission is seeking to find artwork to go on the cover page of the Comp. Plan. Ms. Hughes then invited sixteen (16) other local artists to come together to present their work to Mr. Gaughan.

The Committee agreed to use the artwork by Lora Hickman, which is a painting of the Bethany Beach boardwalk in the morning.

The Commission spent the balance of the meeting editing the draft of the Comp. Plan.

### *Possible Status Reports of Individual Planning Commission Members Regarding Strategic Plan Assignments*

The Commission reviewed and made revisions to the "Goal Statement – Economic and Community Development" document to go in the Comp. Plan.

Mr. Killmer expressed his great appreciation to the Commission members and Mr. Mascornick towards all of their hard work in updating the Comprehensive Plan.

## **SUMMARY OF ACTION ITEMS**

- A. Mr. Mascornick is going to make the recommended changes to the Comp. Plan and send them to Ms. Shallcross, who will distribute copies to the Town Council for the March Workshop.
- B. Ms. Shallcross will post the mark-up draft of the Comp. Plan on the Town Website.
- C. Mr. Gaughan will e-mail Ms. Shallcross the JPEG image of Lora Hickman's artwork, and Ms. Shallcross will add it to the cover page of the Comp. Plan.

## **ADJOURN**

Ms. Denault made a motion to adjourn the meeting. Mr. Gaughan seconded the motion and it was unanimously approved.

The meeting was adjourned at 10:20 a.m.

Respectfully Submitted:

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Lindsey Shallcross, Admin. Secretary